Organisational improvement techniques and competitiveness

What you need to able to do

- Explain the meaning of the terms: lean manufacture, kaizan, just in time and kanban and their general advantages
- Recognise the importance of improving productivity
- Recognise the need for continuous improvement to ensure organisational competitiveness
- Recognise how to manage the production process
- Recognise the importance of teamwork and the individual’s contribution to effective teamwork

Task one
Describe what is meant by kaizan and kanban
Research the Toyota way
List the overall advantages of organisational improvement techniques

Task two
Explain the meaning of the term production using historical and present day examples of practice to compare how it has developed in recent years

Discuss how improved productivity benefits the company, the region, the GDP of a country and also the individual employee in terms of: earnings, pension security, safety and working hours/conditions
Task Three

Discuss the need for continuous improvement to keep the competitive edge in: multinational companies, national companies, regional companies, SMEs and sole traders. How do 'flexible working' and 'multi-skilling' apply to continuous improvement?

Task four

Discuss managing the production process in terms of: importance of the layout of the production area, batch production synchronisation and lead time.

How can lead time be improved?

Describe team work and individual contribution. What is the meaning of the term TEAM.

Discuss the stages of development of a team: the roles within a team (leaders, doers, thinkers and carers). Why is it important to have balance within a team? What can individuals bring to a team? How can team building be used to bring a team together into an effective group? How is effective communications within the team important?